

Pool Manager (Officer or Non-Officer) Job Description

- Reviews and applies the Governing Documents regarding obligations and requirements for a Trustee and Committee Chairperson
- Reviews annually and applies Pierce County Health Department guidelines and requirements
- Reports to Clubhouse Facilities Trustee
- Maintains, ensures compliance with Pierce County Health Department requirements
- Checks water daily to make sure pool is filled
- Checks the Clipboard in Pump Room daily
- Test pool water daily, adjusts chemicals as needed
- Posts Daily Sign in Sheet to record Homeowner Pool Use
- Posts current Pierce County Rules for maximum visibility
- Ensures Red Phone is in working order, signage for Red Phone and for SR Clubhouse address has maximum visibility
- Ensures Lifesaving Pole is visible and accessible
- Ensures Accident Report Forms are accessible
- Reviews and monitors compliance with SRCA Pool Rules
- Reports to Clubhouse Facilities Trustee of any needed repairs, conditions
- Reports membership use problems to Clubhouse Facilities Trustee
- Opens, closes pool ensuring lights are off, gates and doors are locked, pool deck is clean/organized